

Catawba County Emergency Medical Services

Staffing Guidelines

Catawba County Emergency Medical Services routinely staffs ambulances with a crew that consists of two (2) Emergency Medical Technician – Paramedics. From time-to-time this is not possible due to available staff. Other acceptable crew combinations include:

➤ **Ambulance**

- Emergency Medical Technician – Paramedic / Emergency Medical Technician – Intermediate
- Emergency Medical Technician – Paramedic / Emergency Medical Technician – Basic
- The EMS Manager must approve any other staffing combination.

➤ **Quick Response Unit**

- Emergency Medical Technician – Paramedic
- The EMS Manager must approve any other staffing substitution.

➤ **Neonatal Ambulance**

- Emergency Medical Technician – Basic / Registered Nurse
- The EMS Manager must approve any other staffing combination.

➤ **Reserve Employees**

- Two reserve employees will not staff a unit together and a reserve employee will not staff a Quick Response Unit.
- Two acceptable exceptions to this guideline are:
 - Scheduled, non-emergency transports that are originating or terminating in another county.
 - Situations in which the routine staffing guidelines cannot be followed without delaying response to an emergent incident or without causing undue disruption of the workforce.
 - Special Event Team coverage and PR / Marketing events
- The EMS Manager must approve any other staffing combination.

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- Family Members and Close Relationships
 - Two members of the same immediate family or two employees in a close relationship will not staff a unit or base together.
 - Exception to this guideline is:
 - Special Event Team coverage and PR / Marketing events
- Should a situation occur in which the routine staffing guidelines cannot be followed without delaying response to an emergent incident or without causing undue disruption of the workforce, the EMS Manager may approve a temporary exception to this guideline.